

**THE SAN FRANCISCO BAY TRAIL
REGIONAL DEVELOPMENT PROGRAM**

**2001 CONSTRUCTION GRANT
GUIDELINES AND APPLICATION**



**The San Francisco Bay Trail Project is a nonprofit organization
administered by the Association of Bay Area Governments**

THE SAN FRANCISCO BAY TRAIL REGIONAL DEVELOPMENT PROGRAM

Construction Grant Application

The San Francisco Bay Trail Project announces the availability of grant funds to government agencies and nonprofit organizations to extend the Bay Trail

INTRODUCTION

The California Legislature and Governor Gray Davis recently approved an appropriation of \$7.5 million to the State Coastal Conservancy for development of the Bay Trail. The money comes from the parks and open space bond passed by California voters in March 2000. A portion of the money will be used to fund projects through a competitive grant program administered by the Association of Bay Area Governments' Bay Trail Project. The Regional Development Program (RDP) is intended to encourage government agencies and nonprofit organizations to plan and construct undeveloped segments or improve existing trail as shown in the San Francisco Bay Trail Plan (map attached). The Bay Trail Project is now soliciting grant applications to fund qualified projects.

This is a competitive grant and encourages matching contributions from public and/or private sources to allow more miles of trail to be built. A match of 1:1 or greater nongrant to Bay Trail grant funding is desired, but not required, depending on local circumstances. Matching contributions can include in-kind donations, such as materials and labor, as well as secured outside funding. Grants may be used to fund a portion of a larger or multi-phased project. The primary intent of the Regional Development Program is to develop new trail. *Separate forms are available for planning or technical feasibility studies; in addition, short form inquiries are available for conceptual projects not yet ready for formal application.*

PROGRAM OVERVIEW

Purpose

This program is designed to accelerate development of the 400-mile Bay Trail by awarding grant funds to projects that construct Bay Trail segments. The program also favors matching funds and in-kind contributions to leverage State dollars; and innovative solutions and partnerships among interested local and state agencies, nonprofit organizations and private entities.

Schedule

An informational forum will be held to present the program and discuss application procedures. Applicants not familiar with the Regional Development Program are encouraged to attend.

- **Wednesday, February 14, 2001 at 10:00 a.m.** on the first floor in the MetroCenter at 101 8th Street (corner of 8th and Oak) in Oakland. (Directly across the street from the Lake Merritt BART Station.)

Completed applications must be received at the Bay Trail office by **5:00 p.m., April 6, 2001**. Notification of selection will occur following final authorization by the Coastal Conservancy Board.

Application Format

Seven sets of application materials, including all attachments, must be submitted. Applicants must respond to questions in the spaces on the application forms provided (except where noted), or on exact copies. Please do not use a font size less than 10 point. Application forms may be downloaded from the Bay Trail website at <http://baytrail.abag.ca.gov>. Applications must be sent to:

The San Francisco Bay Trail Project
c/o Association of Bay Area Governments
Attn: Janet McBride
P.O. Box 2050
Oakland, CA 94604-2050

Facsimiles will not be accepted. Applications received after the deadline will not be considered.

Project Selection

A selection panel working with Bay Trail Project staff will evaluate projects based on responses to the application questions. Grant funds will be awarded at the discretion of the selection committee to the projects judged to best meet the established program objectives through the application criteria. Depending on the project proposals and on project readiness, a portion of the funding may be reserved for a future funding cycle. There is an expectation that funding will be allocated over more than one grant cycle within the next two to three years. The selection panel will include members of the San Francisco Bay Trail Board and a Coastal Conservancy representative. The Coastal Conservancy Board of Directors has final authorization over the grant awards.

Grant Amounts

There are no established minimum or maximum grant amounts for this program. Awards will be based on project needs, competing demands for funds, and the quality of project submittals. In prior funding cycles, grant awards ranged between \$50,000 and \$400,000. However, significantly higher funding is available this year, allowing greater flexibility.

Inquiries

Please direct questions to the Bay Trail Project staff:

Counties:	Alameda, Solano	Marin, Napa, San Mateo and Sonoma	Contra Costa, Santa Clara and San Francisco
Contact:	Janet McBride	Laura Thompson	Niko Letunic
Telephone:	(510) 464-7935	(510) 464-7909	(510) 464-7915
Fax:	(510) 433-5535	(510) 433-5509	(510) 433-5515
E-mail:	janetm@abag.ca.gov	laurat@abag.ca.gov	nikol@abag.ca.gov

ELIGIBILITY

Eligible Applicants

Local governments (cities, counties, districts), land trusts, qualifying nonprofit organizations,* and state or Federal government agencies are eligible. Cooperative partnerships are encouraged, including participation by local business, community or nonprofit groups. The Project Lead Agency must be willing to assume long-term operation and maintenance responsibilities.

Eligible Projects

New Trail Construction - The primary objective of the grant program is to maximize development of new trail miles. Projects may include trail amenities and services such as staging areas, parking areas, restrooms, drinking fountains, signage, landscaping and other costs directly related to trail construction.

Funds may be awarded for planning and other efforts to overcome obstacles to future development and advance Bay Trail implementation. Examples include planning, design or feasibility studies, technical studies and other Bay Trail implementation. Separate applications are available for planning projects.

Note: The following are not eligible for grant funding: a) trail projects or design work required as part of a permit approval or as mitigation for another project; b) NEPA and/or CEQA documentation**; or c) permitting costs.

* To qualify as the project lead, a nonprofit must be a 501(c)3, and among the principal charitable purposes must be managing land for scientific, educational, recreational, agricultural, scenic, or open space opportunities.

** Exceptions may apply on a case-by-case basis.

APPLICATION REQUIREMENTS

Applicants are to submit seven sets of completed and typed application forms and all applicable attachments identified below.

Required Attachments

**Please check
if attached**

1. Clear project location maps, plans and sections:
 - a) superimposed on street map, if relevant, with local landmarks showing location relative to the Bay Trail alignment, ☐
 - b) conceptual site plan or design drawing showing the exact location of the trail project, width of trail, location of amenities (benches, signs, etc.) and additional information that provides the Selection Committee a thorough understanding of the project, ☐
 - c) cross section(s) of the proposed trail including, if relevant, sections where the site/trail conditions and/or configurations change. ☐
2. Color photographs of the project site. ☐
3. Detailed site description, including an identification of adjacent land uses and habitat areas. Include an aerial photograph, if available, with project area superimposed. ☐
4. A detailed project timeline. ☐
5. The following financial information:
 - a) a detailed project budget including a cost estimate from the CCC for their services to construct the project, if relevant, (see project coordinator contact information, page 13) and letters from the funding agencies acknowledging financial contributions, if applicable. ☐
 - b) amount and description of local and/or private contributions (include estimated amount and value of in-kind contribution). ☐
6. The following document(s):
 - a) a resolution of the governing body of the lead agency authorizing:
 - i) submission of this application, ☐

- ii) acceptance of the grant, if awarded,
- iii) execution of the grant contract and related documents, and
- iv) designation of the agency's authorized representative(s),
- b) for projects with multiple partners, a fully executed Memorandum of Understanding, or equivalent agreement(s), which commits each member of the partnership to perform as described in the application. Alternatively, a resolution from the governing board of each partner identifying the level of commitment described in the application. Such agreement(s) or resolution(s) may be made contingent on award of the grant for which the application is made. ☐
- 7. Listing of all federal, state, local, regional, building, public works, etc., permits required for project construction, if applicable, and describe current status. Completion of necessary permits is not required at the time of application, but will be required before disbursement of funds. ☐
- 8. Excerpts of relevant adopted general or master plans, if applicable. ☐
- 9. Letters of support. ☐

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Grant Application Form

Part I: Applicant/Project Information

Project lead agency name: _____

Address: _____

Contact name and title: _____

Telephone: _____ **Fax:** _____

E-mail: _____

Names of partners: _____

Name, title and qualification of the person(s) who will oversee CCC work (if applicable):

Proposal prepared by: _____

Signature: _____ **Date:** _____

Project title: _____

Project location: **City:** _____ **County:** _____

Proposed start date: _____ **Estimated completion date:** _____

Grant request: \$ _____ **Proposed CCC work:** \$ _____

Total project budget: \$ _____

Matching Funds (use attachments if necessary):

<u>Amount</u>	<u>Source</u>	<u>Commitment date</u>
\$ _____	_____	_____
\$ _____	_____	_____
\$ _____	_____	_____
\$ _____	_____	_____

In-kind contributions (please describe and estimate value). Use attachments if necessary:

Project Description (please limit to one page):

Briefly explain any aspects of the project that may be or have been controversial, if applicable.

Is any portion of the project required to mitigate the effects of another project? If so, please describe.

Part II: Evaluation Criteria

Projects will be evaluated by the Selection Committee using the following criteria:

1. Critical Bay Trail Link

- a. What is the length of the Bay Trail segment the project will complete?**
- b. Does this project close a gap fully linking two existing spine segments of the Bay Trail?**
- c. Does the trail project involve a spine, spur, or connector trail?** (Note: Spine segments are the main trail network that create a continuous corridor linking all nine Bay Area counties, spur trails provide access from the Bay Trail spine to points of natural, historic and cultural interest along the Bay shoreline, and connector trails link to the Bay Trail and provide restricted access to interpretive trails in environmentally-sensitive areas along the shoreline and connections to recreational opportunities as well as residential and employment centers inland from the Bay.)
- d. Type or classification of trail: Class I (separated path); Class II (bike lane); Class III (shared, on-street bike route). If multiple classifications are involved, please identify each segment.**

- e. Does the trail project provide new access where none existed before or new destinations, or does it improve an existing trail?

2. Partnership/Leverage

- a. What is the total amount of the non-Bay Trail grant match?

\$ _____ In-kind: \$ _____ Percent of project cost: _____ %

- b. Does the project demonstrate a collaborative approach to bringing multiple parties together? If yes, please describe.

- c. Have private sector and/or community contributions or in-kind services been included? If yes, please describe.

3. Regional Need/Connections

- a. Does the project connect to other existing trails, parks, education facilities, or other popular destinations? If yes, please list.

- b. Does the trail segment have potential to serve as an alternative transportation route as well as a recreational corridor? If yes, please describe.

- c. Does the project facilitate community access and connections? If yes, please describe.**

- d. Is the Bay Trail segment included in adopted local general plans or master plans? Identify pertinent plans.**

- e. Briefly describe any particularly innovative and/or cost effective design features of the project.**

- f. Briefly explain whether the trail project takes advantage of a unique opportunity or circumstance, or provides an incentive to develop additional, important segments of trail.**

4. Readiness for Construction

- a. Identify the environmental review process and current status. Please provide CEQA/NEPA certification, if available. Note: CEQA/NEPA completion is not required at the time of application, but would be required prior to formal funding authorization and disbursement.**

- b. Identify the status of property control/ownership. Is the property publicly owned or does the grantee have site control through an easement, option agreement, etc.?**

5. California Conservation Corps Participation

Note: CCC participation is encouraged where feasible, but not required. See additional information on page 13.

- a. Will the CCC be employed for trail construction or assistance in trail construction? If yes, please describe.**

- b. Will the applicant provide training opportunities for any form of trail construction, landscaping and/or maintenance to members of the CCC? If so, please describe.**

6. Community Support

- a. Please describe the level of support of local decision-makers and relevant community groups. Letters of support are encouraged.**

Part III: Assurances

Commitment/Prior Commitment:

For construction projects, is the Project Lead Agency willing and able to maintain and operate the project for a period of at least 20 years?

Yes ☐

No ☐

Project Lead Agency possesses legal authority to nominate project and to finance, acquire and construct the proposed project, and has authorized the person identified as the official representative of the Lead Agency.

Project Lead Agency will develop a contingency plan to be in place in the event that backup funds are necessary to complete the project.

Project Lead Agency will maintain and operate the property acquired, developed, rehabilitated, or restored for the life of the resultant facility(ies) or activity, or for a period of at least 20 years. With the approval of the San Francisco Bay Trail Project, the applicants or its successors in interest in the property may transfer the responsibility to maintain and operate the property.

Project Lead Agency will give the San Francisco Bay Trail's representative access to and the right to examine all records, books, papers or documents related to the project.

Project Lead Agency will cause the work on the project to commence within a reasonable time after receipt of notification from the San Francisco Bay Trail Project that the project has been approved to receive the grant. In addition, Lead Agency assures that the project will be carried to completion with reasonable diligence.

Project Lead Agency will comply where applicable with provisions of the California Environmental Quality Act and/or the National Environmental Policy Act, the Americans with Disabilities Act, the Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation, and any other federal, state, and/or local laws, rules and/or regulations, as applicable.

I certify that the information contained in this project application, including required attachments, is accurate and that I have read, understand and agree to the assurances on this form.

Signed _____
(Lead Agency Representative)

Date _____

Printed (Name and Title) _____

Lead Agency _____

California Conservation Corps

Staff Contact

Applicants are encouraged to call the CCC staff person listed below to explore how the Corps might participate in the trail project being considered. The CCC staff person will work closely with the applicant to determine what work the CCC can do, schedule a time to walk the project site and develop cost estimates, if appropriate.

Fred Corbin
1331 South 46th Street
Richmond, CA 94804
(510) 237-0435

E-mail: fcorbin@ccc.ca.gov

General Information

The California Conservation Corps (CCC) was created in 1976 to protect and restore California's natural resources by employing California residents between the ages of 18 and 23. Young people are given the opportunity to learn while working on public service conservation projects. The San Francisco Bay Trail Project works closely with the CCC and encourages Corps labor as part of project proposals.

Trail Project Experience - The CCC has completed trail projects for the California Department of Parks and Recreation, the East Bay Regional Park District and numerous cities in the Bay Area including Vacaville, Burlingame, Walnut Creek and Palo Alto. The Corps has experience with pre-construction tasks such as site preparation and hand grading as well as trail construction and rehabilitation, paving, installation of erosion control and wash-out prevention measures, and construction of bridges, steps, benches and retaining walls. Post construction projects have involved trail maintenance, installation of signs, weed abatement, and landscaping with emphasis on the use of drought-tolerant vegetation.

Schedule - The CCC Crew works a schedule of Monday through Thursday from 7:00 a.m. to 5:30 p.m. including travel time. An alternative work schedule of 5 weekdays at 8 hours per day can be arranged under special circumstances. Staff from the CCC is available to make site visits to all prospective Bay Trail sites and to give applicants a cost estimate. The normal labor rate is \$14.50 per corpsmember hour of work that includes the cost of transportation and supervision by a civil service supervisor. A performance-based agreement can also be negotiated.